

## **International Qualifications Trainer – Middle East**

### **Role Summary**

Are you an expert in delivering thought-provoking, engaging and valued qualification-based training and (or) professional development to teachers? Are you passionate about sharing best practice in your subject area?

Pearson Edexcel is looking to recruit committed International Qualifications Trainers for our International GCSE and A-level qualifications in Mathematics, Science and Arabic. Applicants must be prepared to travel within the region.

As an International Qualifications Trainer, you will be responsible for delivering full day, half day and online qualification-based courses. In addition, there would be a requirement to facilitate networking/peer to peer learning events and professional development workshops.

You will be required to deliver training using materials prepared by our team of qualification-based writers. The delivery of these materials must be consistent with the quality and standards required by Pearson Edexcel and the regulator.

International Qualifications Trainers are required to keep up to date with changes in the education sector, the latest developments in their subject and specialist areas of pedagogy/teaching and learning.

Successful candidates will be required to undertake Pearson's Master Trainer programme, a rigorous, practical 5-day course that prepares trainers to deliver active, research-based, learner-centred professional development for teachers and leaders. It is based on global research in effective adult learning and has been delivered in more than 15 countries.

You will also have the opportunity to work with our internal support teams on the continual improvement of professional development courses. You may be required to undertake international travel.

**As an International Qualifications Trainer, you will be required to undertake/achieve the following:**

### **Pre-event Preparation**

- Attend training sessions to develop the necessary technical skills, such as for delivering online events
- Practise with training materials to be fully confident and competent in their use

### **Delivery**

- Ensure that all objectives are met within the training session
- Present information in a way that is suited to the customer
- Deliver the agreed training session in line with guidelines from the regulator and Pearson Edexcel
- Deal appropriately with all customer queries in a professional manner
- Have full course observations by Pearson Edexcel staff for quality assurance

**Post event**

- Complete and submit a summary feedback form for every session delivered
- Reflect on own performance for purposes of continuous improvement
- Share best practice with colleagues in order to develop our training offer

**Experience and qualifications required**

- A relevant teaching degree and more than 1 years' experience teaching in the relevant subject area
- Experience delivering effective training to adult delegates
- Teaching, administration, assessment or management experience in the relevant subject and level
- Demonstrable experience of using technology to support your training delivery, including the use of laptops, the Internet and Microsoft PowerPoint
- Management of the learning and development of a range of teaching professionals who may bring to bear a range differing viewpoints

**Knowledge**

- A high level of subject knowledge to deliver the training
- Sound understanding of the relevant qualification and assessment principles
- Teaching and learning knowledge
- Effective facilitation techniques (for both face-to-face and online events)

**Skills**

- Communication / Giving Presentations
- Leadership
- Influencing
- Organisation (e.g. the ability to work well under pressure and meet deadlines)
- Teamwork
- IT competent
- Customer Service
- Decision-making and judgement

**Personal attributes**

- A positive attitude towards all forms of feedback
- Commitment to your own professional development
- Desire to share best practice with colleagues
- Represent Pearson Edexcel appropriately whilst delivering training according to our contractual terms and conditions